

United States Bankruptcy Court Northern District of Florida

CASE MANAGEMENT/ELECTRONIC CASE FILING (CM/ECF)



Steps You Can Take Now:

Step 1: Complete Credit Card Authorization form from court web site & submit it

Step 2: Establish PACER account with Pacer Service Center (1-800-676-6856)

Step 3: Walk through computer based training (CBT) modules on court web site

Step 4: Establish web account access with Chapter 13 trustee's office

Step 5: Verify dependable Internet connection and e-mail program

Step 6: Confirm have scanner and PDF writer capabilities

Step 7: Review CM/ECF skills checklist and distribute to staff